

City of Albuquerque
Environmental Health Department
Consumer Health Protection Division
P.O. Box 1293, Albuquerque, NM 87103
311 or (505) 768-2738

POOL CHECKLIST

Check Box [V] when item completed. Once ALL items are completed – call to schedule an inspection
Daily Records of pool water testing must be maintained at all times

POOL OPERATOR

- ☐ Pool operator's certification letter valid and available for review at all times
- ☐ Daily Operating & Accident Record logs readily available for review. Records must show chemicals used, amounts applied to pool water, and corrective action taken. Records must be started prior to inspection.

POOL STRUCTURE

- ☐ Contrasting toe tiles on steps and seats
- ☐ Ladders, Steps, Grab Rails – secure and in good condition
- ☐ Diving Boards, Platforms, Blocks & Slides – have non-skid surfaces & adequate area & depth of water
- ☐ All suction outlet covers (including skimmer equalizer lines) meet Virginia Graeme Baker Act (VGBA) anti-entrapment requirements and are ASME/ANSI A112.19.8-2007 certified
- ☐ Depth markings visible on pool wall and pool deck near edge
- ☐ Fill-Spout = 6 inch (152 mm) air gap or approved backflow prevention device; spout does not constitute a safety hazard.
- ☐ Note: Pools filled using water hose must have an approved back flow device attached to the potable water spigot. This device is also required at spigot/attachment used to prime pumps
- ☐ Handrails – provided at all steps
- ☐ Skimmers, Gutters – covered and working properly
- ☐ Barriers – Minimum 48 inches (1.2 m) high and completely surrounding pool area
 - ☐ 1. Clear spaces between bars/railing 4 inches (102 mm) or less
 - ☐ 2. Bottom rail 4 inches (102 mm) or less above deck or grade
- ☐ Gates/Doors – self-closing, self-latching
- ☐ Hardware for latches that are not continuously locked must be installed at least 45 inches above ground. Continuously locked latches must meet ADA requirements
- ☐ No direct connection between City sewer and swimming pool water discharge

SAFETY EQUIPMENT

- ☐ Two or more U.S. Coast Guard approved ring-buoys, minimum of 18 inches (457 mm) outer diameter, attached throw line ¼ inch thick (6 mm), attached throw line at least ½ pool width plus 10 feet long
- ☐ Lifeline with floats shall be provided two feet into the shallow portion of the pool from the break in grade between deep and shallow portions of the pool. The break in grade of the pool bottom shall be marked with a four inch minimum width of floor tile or painted stripe of a color contrasting with the bottom, for the entire width of the pool. Where there is a uniform slope, a stripe is not required
- ☐ One pole with life hook – 12 feet (3.7 m) or longer
- ☐ Required safety signs conspicuously posed, including:
 - ☐ 1. WARNING – NO LIFEGUARD SERVICES PROVIDED. ALL CHILDREN UNDER THE AGE OF FOURTEEN (14) MUST BE ACCOMPANIED BY AN ADULT WITHIN THE BARRIER AREA. IN CASE OF EMERGENCY, CONTACT...
 - ☐ 2. NOTICE: WHILE THE POOL IS OPEN, IF YOU HAVE ISSUES REGARDING POOL OPERATION, YOU CAN CONTACT SOMEONE BY.....

SAFETY EQUIPMENT - CONTINUED

- ☐ 3. NOTICE: A precaution sign or signs shall be mounted adjacent to the entrance of a spa or bath, which read as follows.
 - (1) "Extended exposure to hot water may be detrimental to the health of elderly persons, persons with health problems, such as heart conditions, diabetes, or low/high blood pressure, small children, or pregnant women. Consult with a physician before using spa or bath."
 - (2) "Do not use the spa or bath while under the influence of alcohol, narcotics, or other drugs that cause sleepiness, drowsiness, or raise/lower blood pressure."
 - (3) For spas: "Do not use the spa alone." For public baths: "Do not use the bath alone unless an attendant is on duty."
 - (4) "Over exposure to heated water may cause nausea, dizziness, and fainting."
- ☐ 4. Emergency phone numbers
- ☐ 5. Pool capacity/bather load – 25 sq. ft. per person, Class A, B, C – 10 sq. ft. per person, Class D
- ☐ 6. Resuscitation chart
- ☐ **New NM Lifeguard requirements, Class A pools without a NMAC State Lifeguard exception**, shall provide a lifeguard, 1 per 40 occupants within the enclosure, and shall use the 10/20 guest protection standard. NM State Exemption for pools, spas, public baths, and spray pads, or Class A pools at clubs, organizational camps that do not exceed 2,700 sq. ft. surface area and do not exceed 5 feet in depth
- ☐ **New NM Lifeguard required for new Class B pools, or Class B remodeled after 7/30/2008** with a surface area that exceeds 2,700 sq. ft. or a depth greater than 5 feet. Lifeguard requirement based on a ratio of 1 per 40 occupants within the barrier. Class B pools built or remodeled prior to 7/30/2008 that do not exceed 2,700 sq. ft., will not be required to provide lifeguard if the occupancy load is restricted to 1 bather per 50 sq. ft. of water surface and there is no slide, water slide, flume, or water course ride
- ☐ First Aid Kit – American Red Cross 24 unit or equivalent fully stocked within pool enclosure.
- ☐ Pool chemical stored properly
- ☐ **A land-line telephone on premise installed that identifies the location of the pool. NO CELL PHONES ALLOWED! Phone shall be located within the pool enclosure that is accessible at all times or in another location approved, in writing by the department.**
- ☐ If gas chlorine is used, contact City Environmental Health Department office for additional requirements
 - ☐ Ventilation ☐ Mask ☐ Alarm ☐ Ammonia ☐ Evacuation System ☐ Lead Washers
- ☐ Safety equipment kept in good repair and easily accessible
- ☐ All public pools shall be equipped with a clearly marked emergency pump shut-off switch to be located within 20 feet, but no closer than four feet, of a pool.

OPERATIONAL

- ☐ National Sanitation Foundation (NSF/ANSI 50 certified) approved disinfectant dispenser and pool filter operational
- ☐ Appropriate Test Kits – chlorine/bromine (DPD type), pH, and stabilizer (cyanuric acid) test kit
- ☐ Pump, hair and lint strainer, pressure gauges, flow meters, skimmer strainer baskets, and weirs present, in good condition and working properly
- ☐ Salt Chlorine Generators: Prior to changing disinfection systems, pool permit holder shall submit proposed changes for review and approval to the EHD/CHPD Field Operations Officer prior to installation (505) 768-2738.
- ☐ Ultraviolet and ozone disinfection systems cannot be used as the sole source for pool water disinfection.

MISCELLANEOUS

- ☐ No animals allowed within the barrier, except service animals
- ☐ Grounds, buildings, dressing rooms, walk-ways, etc. clean, sanitary and in good repair
- ☐ The contact person (18 years or older) is available at all times the pool is open to swimmers OR can be reached by telephone, pager, or cell phone and can respond within 30 minutes
- ☐ No curbs or tripping hazards
- ☐ No glass or rigid plastic items

WATER QUALITY

- ☐ Stabilizer (cyanuric acid) concentration is less than 100 ppm
- ☐ pH of pool water is maintained between 7.2 and 8.0
- ☐ Clarity – main drain is clearly visible from the runway around the deep end of pool
- Chlorination:
 - ☐ 1. The free available chlorine in pools, except spas and spray pads, shall be maintained between 1.0-ppm free available chlorine and 5.0 ppm free available chlorine
 - ☐ 2. The free available chlorine in spas and spray pads shall be maintained between 2.0 ppm free available chlorine and 5.0 ppm free available chlorine.
- ☐ The combined chlorine in all pools shall not exceed 0.5 ppm
- ☐ Bromination – bromine maintained between 2.0 and 6.0 ppm.
- ☐ Total dissolved solids shall be lower than 3000 ppm or 2000 ppm over naturally occurring TDS levels.

SPAS

- ☐ Precaution signs installed and posted near spa or within pool barrier
- ☐ Temperature 104°F (40° C) maximum
- ☐ Shatterproof thermometer used at all times inside spa - visible and within reach of swimmers
- ☐ 15-minute jet timer is operational, visible, and within reach of swimmers
- ☐ Spas with built-in seating indicate maximum depth and also provide distinctly colored markings on edge of seat
- ☐ Pool capacity – 10 sq. ft. (0.9 m²) per person

CERTIFICATION

- ☐ Swimming pool operators must successfully complete a training course approved by the enforcement authority. Copy of certification letter must be available for review at all times.

Pool Operator's Name: _____

Certification Number: _____

Expiration Date: _____

Name of Facility: _____

Facility Address and Zip Code: _____

Facility Phone Number: _____

Pool Operator's Cell Phone Number: _____

List number of water bodies under Pool Operator's Responsibility:

___ pools ___ spas ___ wading pools ___ recreational pools

Facility Hours of Operation: _____

Name of Facility Manager/Owner: _____

IMPORTANT NOTES:

1. Any renovations or modifications (including equipment) will be required to meet State of New Mexico Regulations
2. Any renovations or modifications (including equipment) will be required to be performed by a licensed commercial contractor from a set of plans approved by the Albuquerque's Planning Department and the Albuquerque Environmental Health Department
3. New State Lifeguard Requirements: Pools with a surface area greater than 2,700 sq. ft. or a depth greater than five (5) feet require lifeguards *unless the occupancy bather load is calculated at 1 person to 50 sq. ft. of surface area*
4. Salt Chlorine Generators can be approved if rated for commercial application and to maintain required residual chlorine levels
5. Compliance with Virginia Graeme Baker Act (VGBA) is required for all commercial (non-residential) pools. Proof of compliance must be kept on site.